

Walden Municipal Planning Commissioner Resources

Updated January 12, 2023

Planning Commission 101

To familiarize yourself with the function and powers of Municipal Planning Commissions in Tennessee, you may wish to take a look at one of the resources listed below. These training sessions will cover most of the same material, just in different formats. We will also cover a lot of this at the first few Planning Commission meetings.

- “The Powers and Functions of the Local Planning Commission in Tennessee”
https://tennessee.planning.org/documents/1520/TN_Knowledge-Center_Resources_Powers-Functions-LPC-Tennessee.pdf
- Tennessee Planning Commissioner’s Handbook
https://tennessee.planning.org/documents/1516/TN_Knowledge-Center_LPO_Training_TN-Planning-Commissioner-Handbook.ppt
- Recorded Planning Commissioner training from Tennessee Chapter of the American Planning Association (there are many to select from)
<https://tennessee.planning.org/knowledge-center/videos/>

Tennessee Open Meeting Laws

Planning Commission meetings are public meetings, and subject to the Tennessee Open Meetings Act. The simplified summary of this law is that all deliberations related to public policy or public business decisions should take place in a public meeting. We can discuss this in more detail, but the link below offers detailed information on this topic:

- From the Municipal Technical Advisory Service: <https://www.mtas.tennessee.edu/reference/compliance-tennessee-open-meetings-act>

Tennessee Ethics Commission – Statement of Interest Requirement

All Planning Commissioners must provide the Tennessee Ethics Commission with a Statement of Interest. You may have already received a request from the TEC office by mail. You can complete the form by mail or using their online system. More information is available here:

<https://www.tn.gov/tec/officials-and-candidates.html>

Walden-Specific Information

The Planning Commission will rely on the documents listed below when making decisions regarding development in the Walden Community. These documents will soon be made available at www.sedev.org/walden

- Town of Walden Land Use Plan – Available here: https://www.waldentn.gov/sites/g/files/vyhlf6961/f/uploads/2022_03_01-walden_plan-spreads-compressed_0.pdf

The Walden Plan serves as the “general plan” (a term from Tennessee state law) which guides development decisions for the Town of Walden. Rezoning, amendments to the Zoning Ordinance, and Subdivision Regulations should conform to the Land Use Plan.

- Town of Walden Zoning Ordinance, <https://www.waldentn.gov/ordinances-resolutions/pages/zoning-ordinances>

The zoning ordinance provides detailed regulations for each zone, including:

- Permitted/prohibited uses
- Lot dimension requirements
- Building setback requirements (distance between building and lot line)
- Landscaping requirements
- Buffer requirements
- Site plan requirements and procedures

- Town of Walden Zoning Map

The Zoning Map is adopted as part of the Zoning Ordinance. It sets the zoning for each parcel of land. Every change in zoning is considered an amendment to the Zoning Ordinance.

- Available here: https://gismaps.hamiltontn.gov/Html5Viewer/index.html?viewer=GISMO5.GIS_HTML51 (Click “Layers” in bottom left, Click check box next to “Zoning”)

- Town of Walden Subdivision Regulations

These are the regulations that govern the division of land. This includes everything from simple lot line adjustments to the creation of new public roads and neighborhood. This document outlines both the design requirements and the process for the submission and approval of plats (drawings of the proposed development).

- Available here: https://chcrpa.org/wp-content/uploads/2018/01/WALDEN_sbdvsn_regs_VERSION_DEC_2014_with_Appendix.pdf

Additional Resources

Tennessee Chapter of the American Planning Association – On Demand Training

- <https://tennessee.planning.org/knowledge-center/videos/>

Tennessee Local Planning Assistance Office – Archive documents from TAPA

- <https://tennessee.planning.org/knowledge-center/local-planning-assistance-office/>

Municipal Technical Advisory Service – Knowledgebase

- You can search for specific topics, and they often have a write-up from Tennessee attorneys.
<https://www.mtas.tennessee.edu/knowledgebase>

Planners Web - <https://plannersweb.com/>

- This website has many articles written by professional planners especially for Planning Commissioners and elected officials. You can often use the search engine to find articles for specific topics.